

# **AIB College of Business - Court Reporting**

## ***Bachelor of Science Degree***

### **Coursework includes the following:**

Advanced Grammar	Social Psychology
Composition	Business Law I and II
Speech	Principles of Accounting
Literature and the Written Word	Principles of Management
Technical Writing	Theory I, II, and III
Managerial Communications	Speed Development I thru V
Ethics	Introduction to Computer-Aided Transcription
Technology with Applied Communications	Realtime Concepts
Mathematics of Personal Finance	Medical Language
College Algebra	Transcription Punctuation and Proofreading
Essential Statistics	Introduction to Transcript Preparation
College and Career Foundations	Technical Dictation
Microeconomics	Transcription Applications
Introduction to Film	Medical/Legal Dictation
Music Appreciation	Official Reporting Procedures
Environmental Science	Freelance Reporting Procedures
Western Civilization	Internship with Business Applications

### ***Philosophy –***

*The Court Reporting curriculum of AIB College of Business provides students with the knowledge and skills necessary to be official reporters. It is our belief that students should be provided the opportunity to explore and develop general knowledge, ethical and civic responsibilities, technical skills, and research abilities to become successful “guardians of the record.”*

